

# BARRINGTON MIDDLE SCHOOL

## 2021 - 2022

BACK to SCHOOL  
PROCEDURES



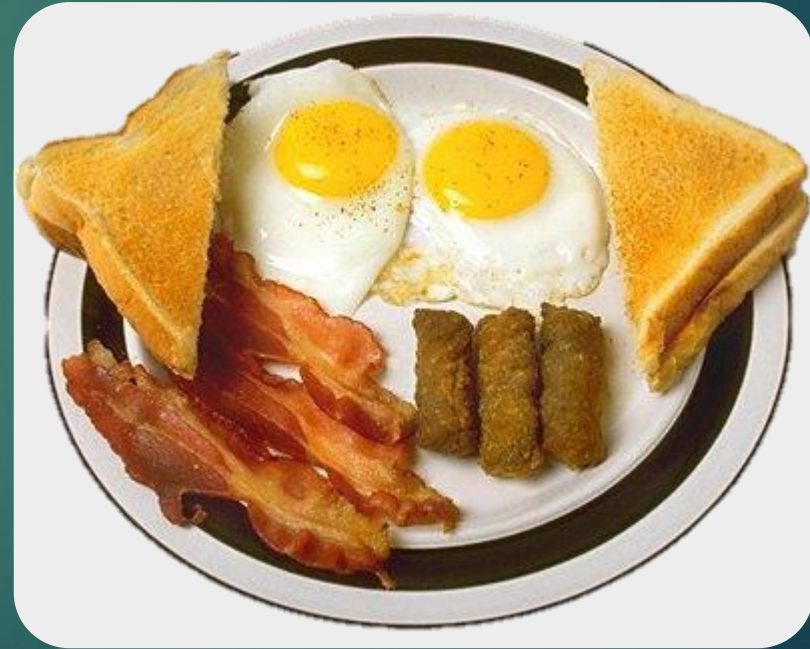
# 1<sup>st</sup> Period

- ▶ Check your schedule. Review your schedule to make sure that you have 7 classes.
- ▶ Make sure that you have only one math, science, social studies and language arts.
- ▶ Make sure that Semester 1 and Semester 2 are the SAME!!!!
- ▶ If you have an error in your schedule – come to the office during THAT class.
- ▶ We will have schedule change request forms available in the SA office for elective request. Electives will ONLY be changed AFTER all other corrections have been made and ONLY if there is room.
- ▶ Teacher or team request will not be granted.



# 1<sup>st</sup> PERIOD

## A.M. HOLDING AREA & BREAKFAST



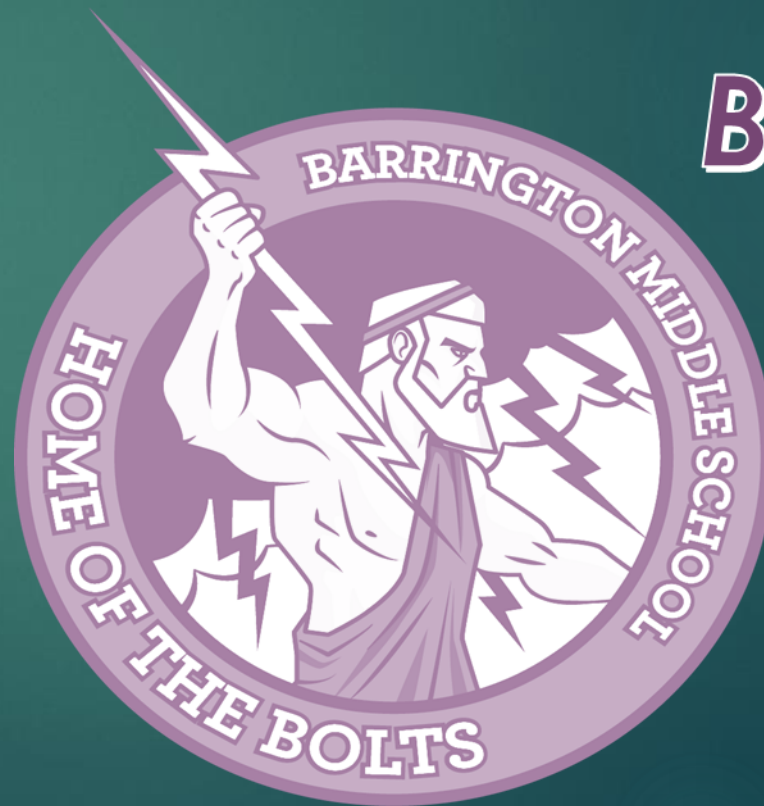
# A.M. HOLDING AREAS/BREAKFAST

- ▶ After arriving at school students will go directly to their designated holding areas until the bell rings at 9:20 to go to Homeroom.
- ▶ Any student needing to eat breakfast will go straight to the cafeteria. Only students eating will be allowed in cafeteria. No food or drink will be brought outside of the cafeteria. After eating they will report to their holding area.
- ▶ 6<sup>th</sup> Grade – GYM
- ▶ 7<sup>th</sup> and 8<sup>th</sup> Grade – Courtyards
- ▶ When bell rings students will go straight to Homeroom.



# Ho1ding Area

- ✓ Stand/Sit
- ✓ Chill
- ✓ Listen
- ✓ Leave



*Believe it,  
Own it,  
Live it,  
Talk it,  
Share it!*

# 2<sup>nd</sup> PERIOD

## HALLWAY & RESTROOM EXPECTATIONS



# HALLWAYS and RESTROOM

- ▶ When your teacher dismisses the class, students will walk immediately to their next period. Students will go quickly and quietly.
- ▶ When using front outside stairwell– 8<sup>th</sup> grade side is UP and the 7<sup>th</sup> grade side is DOWN.
- ▶ Students must have a pass to be in the hallway during class time.
- ▶ No passes will be issued during the **first 10 minutes** or the **last 10 minutes** of class.
- ▶ Restrooms are open for use during passing time.
- ▶ **Appropriate restroom behavior is expected at all times.**

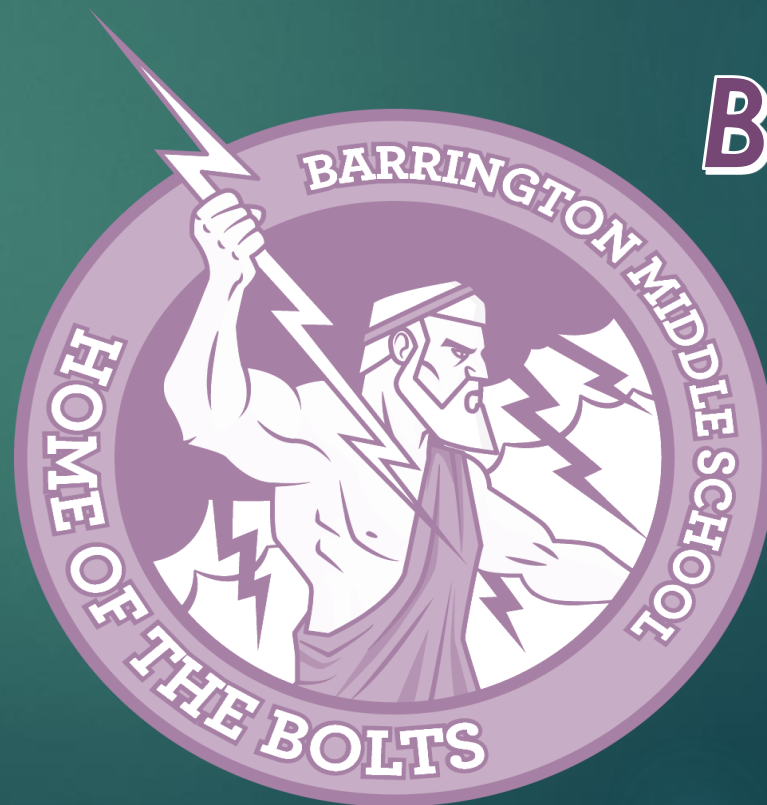
# Hallway

Go...

✓ Quickly

✓ Quietly

✓ Directly



*Believe it,*

*Own it,*

*Live it,*

*Talk it,*

*Share it!*



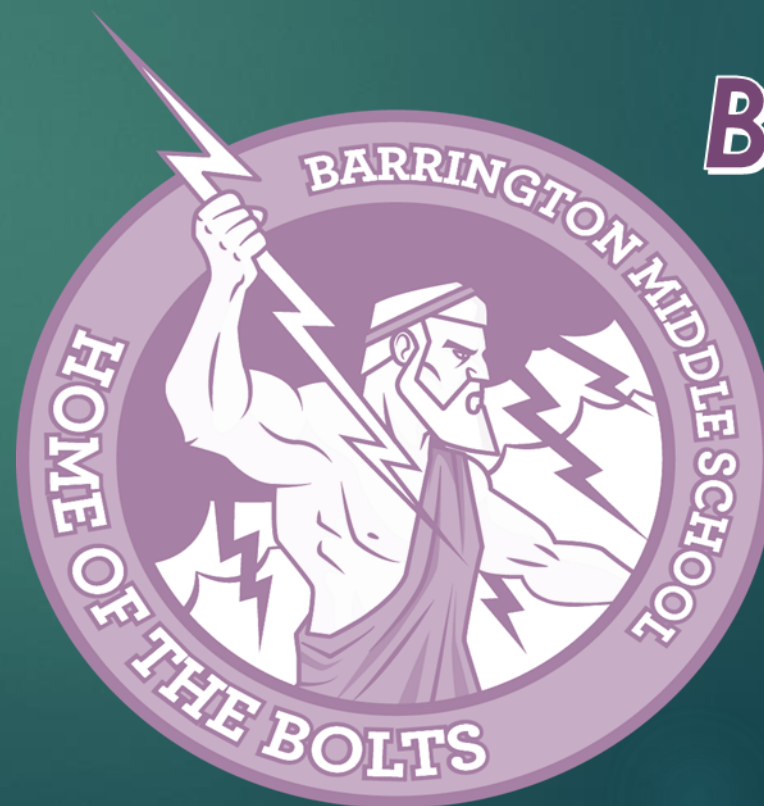
# Restroom

✓ Go

✓ Flush

✓ Wash

✓ Leave



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Share it!*

# 3<sup>rd</sup> PERIOD

## LUNCH EXPECTATIONS



# LUNCH

- ▶ Students will be escorted **to and from** lunches by teacher.
- ▶ Students will sit in the designated row in the cafeteria.
- ▶ Students will remain seated unless given permission to get in line or use the restroom.
- ▶ Students are responsible for cleaning up their tables and any trash or spills on the floor.
- ▶ Students will be dismissed by admin to meet teachers at designated pick up spots on courtyard.

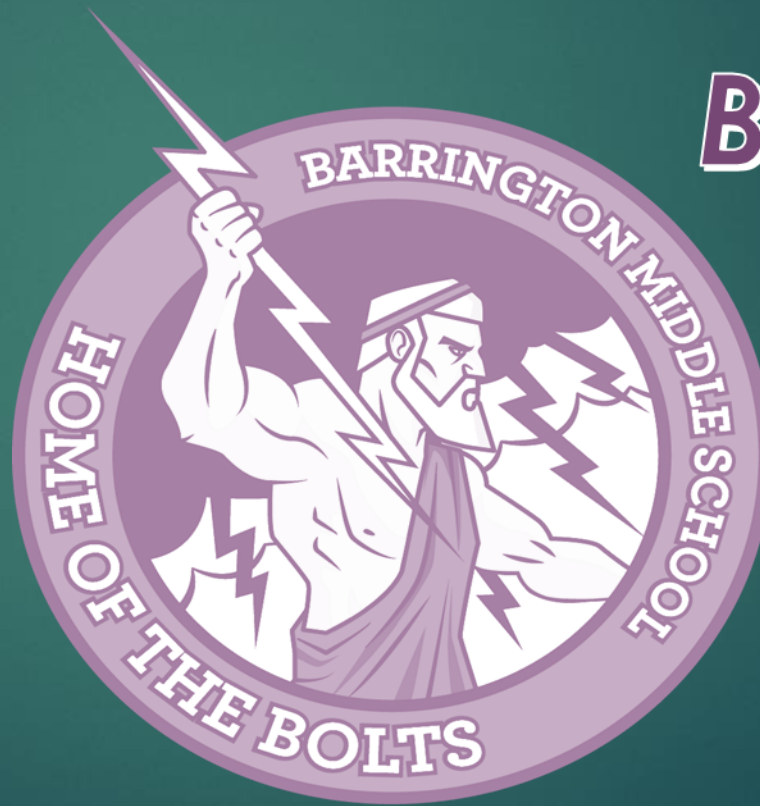
# Cafeteria

✓ Sit

✓ Ask

✓ Clean

✓ Check



*Believe it,*

*Own it,*

*Live it,*

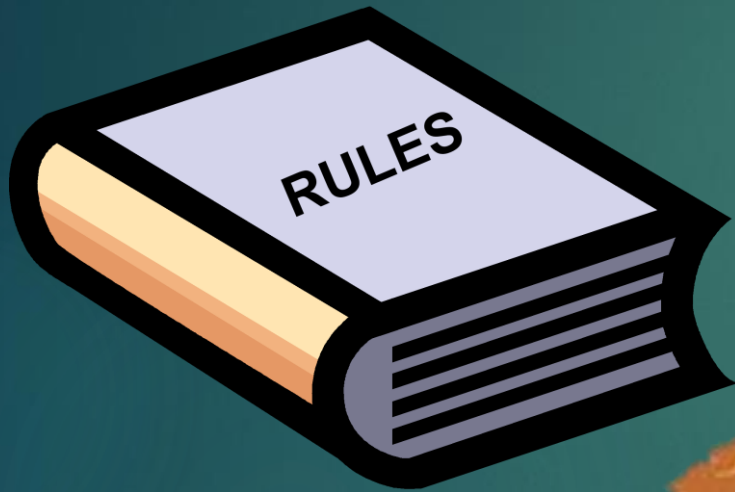
*Talk it,*

*Share it!*



# 4<sup>th</sup> PERIOD

## SCHOOL-WIDE & HCPS DISTRICT POLICIES



# ELECTRONIC DEVICES

- ▶ Electronic devices can be used in the morning in the holding areas.
- ▶ Electronic devices will be put away when the bell rings to go to Homeroom.
- ▶ Electronics can be used in a classroom only with teacher permission.
- ▶ Electronics can be used at lunch only with administration permission.
- ▶ **IF NO PERMISSION IS GIVEN DEVICES MUST BE PUT AWAY IN POCKETS, PURSES OR BACKPACKS.**
- ▶ It is **your responsibility** to understand the HCPS B.Y.O.D. (bring your own device) policy.

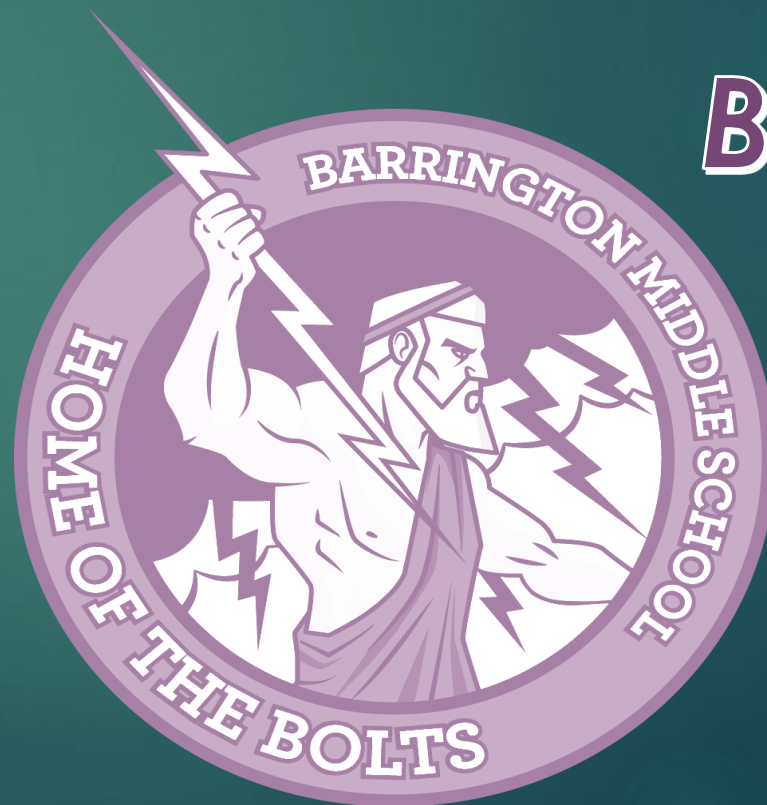
# Hallway

Go...

✓ Quickly

✓ Quietly

✓ Directly



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# TARDY POLICY

- ▶ Students will report to class on time and be seated ready for class when the class is scheduled to begin.
- ▶ Consequences for being tardy are outlined by the district policy in the HCPS Student Code of Conduct Handbook.

## **KEEP OUR CAMPUS CLEAN – Gum, candy wrappers and trash make our campus look bad.**

- ▶ NO GUM IS PERMITTED ON CAMPUS!
- ▶ Students will throw trash in the provided trash cans.

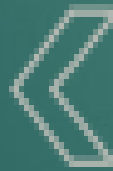


# SAFETY – It is everyone's responsibility!

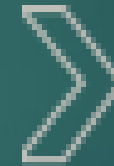
- ▶ Safety is a **PRIORITY** on our campus & it is EVERYONE'S responsibility!
- ▶ Hoods or hoodies will not be worn on campus! HCPS district policy considers this a safety issue. We need to see your face.
- ▶ Going somewhere on campus? You **MUST** have a pass to be out of class.
- ▶ Front, bike and bus gates will be closed/locked when the first bell rings.
- ▶ All gates will remain closed and locked during school hours.
- ▶ All visitors will sign in at the front office, obtain and wear a Visitors badge.
- ▶ All staff members will wear a visible employee ID badge.

# 5<sup>th</sup> PERIOD

## SMD, EXIT and EMERGENCIES



# EXIT



# SMD – Social Media Disruption

- ▶ SMD is the intentional use of digital devices to send, post, or share negative/harmful content that creates an adverse impact on the school's learning environment.
- ▶ Negative/harmful content can in turn cause discomfort or humiliation, or unreasonably interfere with the school's ability to maintain routine safety and order on campus.
- ▶ This offense includes sending out content that was sent to you. If a student passes on negative/harmful content – they too are held responsible.
- ▶ Use your phones responsibly!
- ▶ Don't abuse the privilege!

# EXIT and EMERGENCIES

- ▶ When the **teacher dismisses** the class at the end of the day, students will go directly to their transportation home. (Bus, Car or Bike).
- ▶ Teachers at this time will instruct students on the location of the emergency exit map and go over the definitions on the continuum. Teachers will point out the hard corners.

The graphic is titled "HILLSBOROUGH COUNTY PUBLIC SCHOOLS SITE THREAT CONTINUUM". It features a central title in blue and black text. To the left is a circular logo with a blue border and icons. To the right is a bar chart with four bars of increasing height (red, yellow, blue, green) and a red arrow pointing right. Below the title are three rows of information, each with an icon on the left and a text box on the right. The first row is for "ACCESS CONTROL" (green icon), the second for "MONITORED ACCESS" (blue icon), and the third for "EVACUATION" (grey icon). Each text box contains a definition and specific actions.

Level	Definition	Key Actions
ACCESS CONTROL	The baseline for all successful actions as it pertains to campus safety must begin with a standard protocol of controlling or managing your campus. This basic tenet is Access Control.	<ul style="list-style-type: none"><li>• Routine protocol for controlling and managing a campus</li><li>• Directs visitors to limited access points or entrances on campus</li></ul>
MONITORED ACCESS	The next level of security on the HCPS Site Threat Continuum is Monitored Access Control. This is a response to a vague, unsubstantiated, non-specific threat that may impact the safety of the campus.	<ul style="list-style-type: none"><li>• Response to vague, non-specific threat to safety of campus</li><li>• Requires extra vigilance at access points of campus</li></ul>
EVACUATION	The use of an evacuation as a response to a crisis or threat should not be understated. This response can be the first actionable response in a crisis situation, or it can come after other responses have been deployed.	<ul style="list-style-type: none"><li>• High level response to crisis or threat</li><li>• Movement of staff, students, and visitors away from threat to safe area</li></ul>





- Crisis situation off campus but in immediate vicinity
- Students, staff and visitors secured on campus

**Lock-In:** This protocol addresses crisis situations not actually on an HCPS site, but in the immediate vicinity. These off-campus situations may include law enforcement or public safety activities that do not pose an immediate threat to students or staff, but could eventually affect the campus well-being if the activities get closer to campus.

The objective is to LOCK the students, staff and visitors IN to the campus and take a cautionary approach to the threat.



- On campus, non-active threat
- Strictly controls movement on campus

**Lock-Out:** This protocol addresses crisis and emergency situations that may pose an immediate threat to students or staff. This protocol should be utilized if a threat on campus is inactive, but has the potential to cause death or great bodily harm.

The objective is to LOCK-OUT everyone from a campus or site and strictly control the movements on the site.



- Most restrictive response to crisis, active threat or emergency on campus
- Ensures immediate security of students, staff and visitors

**Lock-Down:** This protocol is the highest and most restrictive response to a crisis, threat or emergency on a campus. Lockdown occurs when present or imminent danger threatens a site. This protocol should be utilized if a threat on campus is active which can cause death or great bodily harm.

After triaging the threat, a de-escalation to LOCK-OUT or LOCK-IN may be appropriate.



- For use with various emergency events
- Identify a safe place on campus to mitigate threat (inclement weather, hazardous material, etc.)

**Shelter in Place:** This posture address a variety of emergency events such as severe weather events, smoke and other environmental situations.

The objective is to locate a safe place in a site or building to mitigate the emergency conditions. An example may be to use a hallway for severe/tornadic weather.



- Medical Emergency
- Assess situation, determine if there is need to call 911

**Medical Emergency:** Immediately activate 911 via cell phone if available or have someone activate 911. Confirm location of incident. For cardiac or respiratory distress, activate emergency plan for CPR and AED.

Notify onsite School Resource Officer/Deputy if assigned. Provide as much detailed information as possible to rescue personnel.



# Living the BOLTS LIFE

- ▶ Living the BOLTS LIFE has many rewards. Barrington has a POSITIVE BEHAVIOR SYSTEM(PBS) to reward students.
- ▶ Students have opportunities to earn **LIGHTNING STRIKES** from faculty members. LIGHTNING STRIKES can be used Wednesday to purchase items from the school store and to purchase admittance into the monthly PBS activities.
- ▶ Students can also participate in monthly team incentives.
- ▶ **POSITIVE REFERRALS** are written by teachers to recognize students who are living the BOLTS life.
- ▶ Students who live the BOLTS life are also granted patio privileges during lunch.
- ▶ BOLTS can participate in athletics and clubs at BMS.

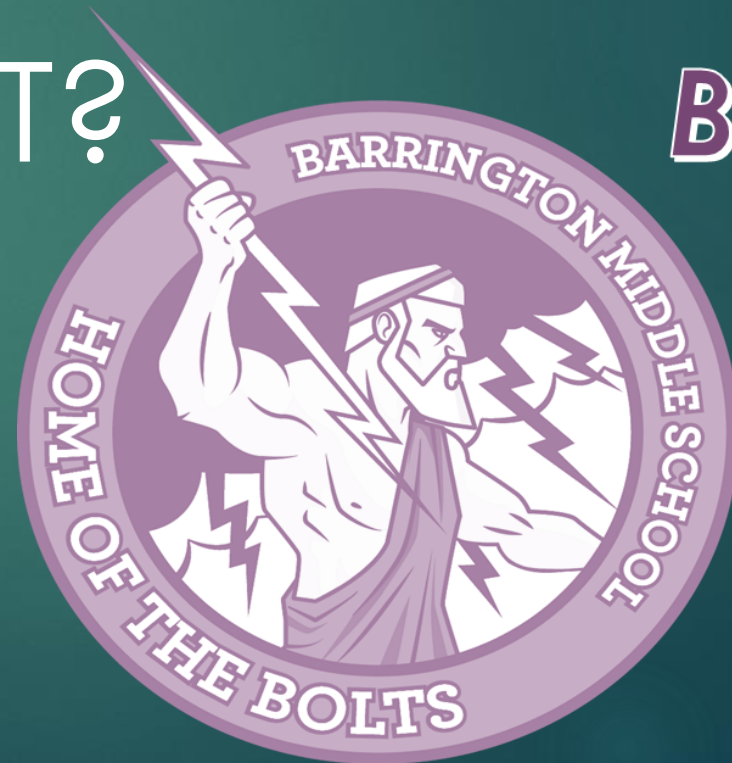
# PBS CALENDAR

- ▶ September - Dance
- ▶ October - Movie
- ▶ November – Board Games
- ▶ December – Candy Gram
- ▶ January – Donuts and Juice
- ▶ February - Movie
- ▶ March - Kickball
- ▶ April – Ice Cream
- ▶ May - TBA

7<sup>th</sup> PERIOD MOTTO

**B.O.L.T.S.**

What does it really  
mean to be a BOLT?



*Believe it,  
Own it,  
Live it,  
Talk it,  
Share it!*



# Believe It

-BOLTS believe we can all be successful.

\*BOLTS **believe** in making correct decisions and acting with purpose.

\*BOLTS **have confidence** in their abilities. Bolts think "I can..." & use a growth mindset

\*BOLTS **believe** in other students' abilities.



KEEP  
CALM  
AND  
MAKE GOOD  
DECISIONS

# Own it!

– BOLTS take ownership of our actions.

\*BOLTS **take pride** in who they are! Gifts and flaws alike.

\*BOLTS **accept** themselves and others fully!

\* BOLTS **take personal responsibility** for their behavior and any mistakes they make.

**T**ake responsibility for your actions.

**A**ccept the consequences.

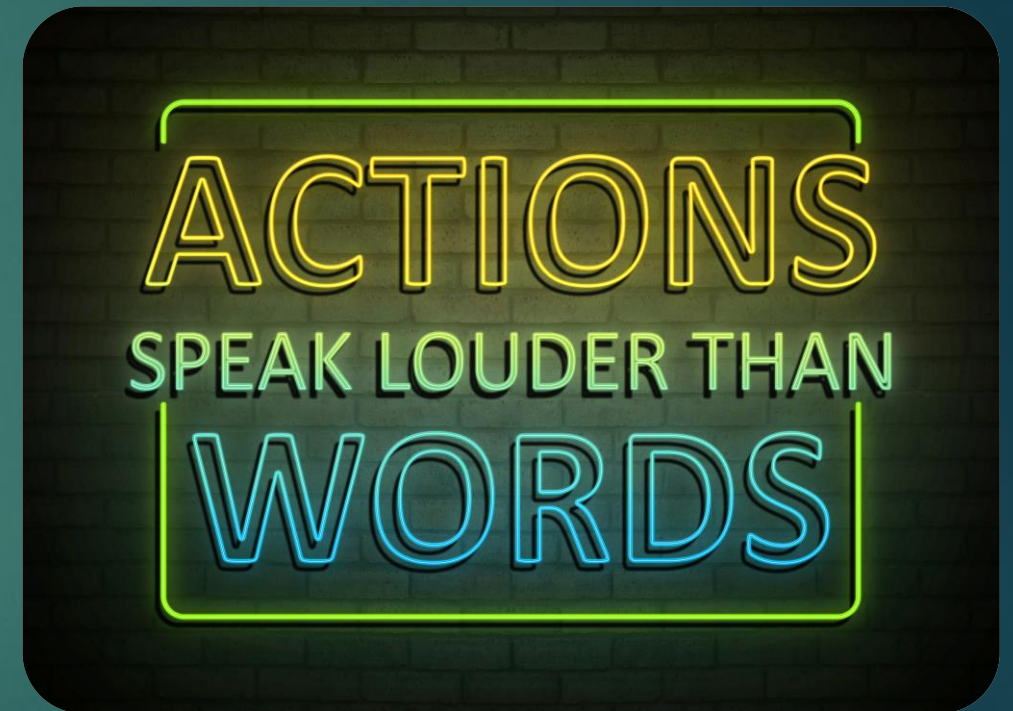
**L**earn from it.

# Live it! — BOLTS set examples for others through their actions.

\*BOLTS **do what is right** even when no one is looking!

\*BOLTS understand that their **actions speak louder than their words!**

\*BOLTS **don't make excuses** they get out there and TRY!



# Talk it! – BOLTS speak respectfully to all stakeholders on campus.

\*BOLTS use respectful language and an appropriate response when being spoken to.

\*BOLTS use manners “Please” “Thank You” “Excuse Me” & “I apologize” or “I’m sorry”

\*BOLTS speak up for others!

**See Something-Say Something!**





# Share it!

– BOLTS positively impact everyone we encounter everyday!

\*BOLTS make friends by sharing something in common and by learning about what makes us different!

\*BOLTS have a positive attitude and share it with others.

